

Response to Comments Received
NTP Fact Sheet: *The Transportation External Coordination Working Group*

<i>Reviewer/Organization</i>	<i>Comment</i>	<i>Response to Comment</i>
Western Interstate Energy Board	<p>1st page, 3rd column, 4th bullet: Add the word “identify” at the beginning of the bullet.</p> <p>1st page, 3rd column, 5th bullet: Add the word “provide” at the beginning of the bullet.</p> <p>2nd page, 3rd column, 1st paragraph: Delete the apostrophe from “1990’s”.</p> <p>2nd page, 3rd column, last paragraph: The last two sentences don’t seem to fit well together. The first sentence references DOE and the second references participants. Suggest deleting the first sentence.</p>	<p>Comment incorporated. Verbs have been added to beginning of each bullet.</p> <p>Comment incorporated.</p> <p>Comment not incorporated. Use of apostrophe is consistent with <i>GPO Style Manual</i>, rule no. 8.11.</p> <p>The two sentences were combined and rewritten.</p>
U.S. DOE/NR	<p>1st page, 1st sentence: Insert “radioactive material” after “For almost a decade, the Transportation External Coordination... organizations interested in its” and before “transportation activities.”</p> <p>1st page, 2nd column, 1st paragraph, last sentence: Replace “and obtain additional input for consideration by DOE” with “and provide input for consideration by DOE.”</p> <p>1st page, 2nd column, last printed line: Insert “such as” following: “The overall objective is to develop a long-term set of goals and plans of action for addressing transportation issues:”</p>	<p>Comment incorporated.</p> <p>Comment incorporated, with slight modification.</p> <p>Comment incorporated.</p>
U.S. DOE/NR (continued)	2 nd page, 3 rd column, 4 th line: Insert “(operational	Operations is mentioned at the beginning of the sentence.

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	<p>contingencies)” after “adverse weather and road conditions”.</p> <p>2nd page, 3rd column, 6th line: Change “emergency preparedness” to “emergency planning”.</p> <p>2nd page, 3rd column, 2nd sentence: Reword as follows: “This work builds upon lessons learned, positive and negative, from past DOE shipping campaigns and planning, such as transuranic waste shipments to the Waste Isolation Pilot Plant near Carlsbad, New Mexico.”</p> <p>2nd page, 3rd column, last paragraph, 1st sentence: At the end of this sentence, insert: “and has determined that it continually adds value to DOE’s radioactive material transportation public/stakeholder outreach activities.”</p> <p>2nd page, last line: Delete “, which aids understanding”.</p>	<p>Comment incorporated.</p> <p>Comment not incorporated. All the shipments listed have contributed lessons learned for the protocols and are recognized for the coordinated planning that has occurred.</p> <p>Comment incorporated.</p> <p>Sentence was totally rewritten based on WIEB comment on first page of this matrix.</p>
<p>Transportation Resource Exchange Center (T-REX), ATR Institute, University of New Mexico</p> <p>T-REX (continued)</p>	<p>1st paragraph: Does not engage the reader – it will put off the general reader. Suggested rewrite: The U.S. Department of Energy (DOE) ships many types of commodities (coal, materials, supplies, gas), hazardous materials, and radioactive materials and wastes annually. To maintain coordination of DOE transportation activities the Transportation External Coordination Working Group (TEC/WG) has brought together the U.S. Department of Energy (DOE) and organizations interested in its transportation activities. The Office of Civilian Radioactive Waste Management and the National Transportation Program (NTP) cochair the TEC/WG, supported by other DOE offices with transportation functions (for example, Environmental Management, General Counsel, National Nuclear Security</p>	<p>Comment not incorporated. Purpose of this paragraph is to say what TEC does. Fact sheet has been reviewed/approved by multiple TEC participants, therefore, believe it would be inappropriate to restructure it at this point.</p>

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T-REX (continued)	<p>Administration, Nuclear Energy, Science and Technology, and the Office of Science).</p> <p>After the first sentence, put the mission statement, then throw the alpha soup at the reader.</p> <p>General: Is it TEC/WG or TEC? Hot link NTP, and all the offices mentioned. The PDF and txt (html) versions should be hot-linked.</p> <p>1st page, 1st sentence: “almost a decade”. Say: Since 199x – these fact sheets may be distributed for the next 4 years. If “decade” is used, be sure to date the fact sheet. Almost sounds like either TECWG is done; or the mission has changed, with this beginning.</p> <p>Change “has served to bring” to read “has brought”.</p> <p>1st page, 2nd sentence: Delete hyphen from “co-chair”. Replace “Group” with “TEC/WG”. Delete “active participation from”.</p> <p>Change “e.g.” to “for example”. Change semi-colons to commas.</p> <p>1st page, 1st paragraph, last sentence: Delete sentence. SETF sounds like it does the same thing as TECWG.</p>	<p>Comment not incorporated. Basic mission covered in first sentence. More detail covered in Objective session.</p> <p>TEC. Comment not incorporated.</p> <p>Fact sheet is dated on reverse side, bottom right corner.</p> <p>Comment not incorporated. The next sentence addresses “active participation”.</p> <p>Wording selected by NTP to reflect fact that TEC serves DOE and its stakeholders.</p> <p>Comment incorporated. Trying to avoid overuse of acronym. Comment not incorporated. Need to distinguish between financial support and participation in the TEC. Comment incorporated. Semi-colons used to assure that readers not familiar with DOE organization realize the Office of Nuclear Energy, Science and Technology is a singular organization.</p> <p>Comment not incorporated. This sentence says “coordination among DOE transportation programs” and the first sentence says TEC brings “together... DOE and</p>

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T-REX (continued)	<p>1st page, 2nd column: Better section header needed, perhaps: Who We Are</p> <p>1st page, 2nd column, 1st full sentence: Change to active voice: A broad range of State... are members in TECWG...</p> <p>1st page, 2nd column 2nd full sentence: Insert “to” before “identify transportation” and “discuss”. Change “proposed approaches to addressing” to read “ways to address”.</p> <p>What does this mean: “in an informal atmosphere of open communication”?</p> <p>1st page, 2nd column, 3rd full sentence: Reword: Participants report back to their organizations and seek additional input. Add: In addition, participants relay their constituents’ issues, concerns, and suggestions to the DOE.</p> <p>1st page, 3rd column, “Objectives”: Wrong strategy to start off with who you are <u>NOT</u>, or what you are NOT.</p> <p>2nd sentence: Reword as follows: A formal charter defines the TEC mission, objectives, issues-resolution process, and membership-directed activities.</p>	<p>organizations interested in its radioactive material transportation activities.”</p> <p>Comment not incorporated.</p> <p>Comment not incorporated.</p> <p>Comment incorporated.</p> <p>Candid discussion on the issues.</p> <p>Comment incorporated. Retained last phrase “and provide input for consideration by DOE.” See DOE/NR comment.</p> <p>Comment not incorporated. Would be repeating point made in previous sentence.</p> <p>Normally, that is so. However, we need to make the point here that TEC is NOT an “advisory committee” under the law.</p> <p>This would change the meaning of the sentence. Reworded to clarify intent: A formal charter defines the TEC mission, objectives, issue resolution process, and membership selection and directs TEC activities.</p>

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T-REX (continued)	<p>Hotlink the formal charter.</p> <p>1st page, 3rd column, 3rd sentence: Reword as follows: TEC/WG's overall objective is to develop long-term goals and plans of action to address transportation issues in the following areas:</p> <p>1st bullet: Reword: funding/training requirements to prepare for spent fuel shipments 2nd bullet: Reword: integrate emergency preparedness activities within the DOE transportation system 3rd bullet: Reword: identify the emergency response planning, training, and exercise needs of responders 4th bullet: Who implements goals and plans? This might give more connected picture of what TECWG does to DOE operations. Reword: find ways to coordinate specific transportation programs and policies among the DOE and its stakeholders 6th bullet: Reword: recommend what vital transportation information and technical assistance should be provided by the DOE.</p> <p>2nd page, 1st paragraph: The public does not want this much detail. They will be more interested in TEC/WG accomplishments than meeting structure: TEC/WG has provided... TEC/WG has produced... TEC/WG has insured... TEC/WG has researched. It is unimportant to the public what month. Reword first sentence (split into two separate sentences): Semi-annual meetings occur twice a year. They consist of sessions for the entire membership, breakout sessions in which members regroup to learn about relevant subjects, and topic group meetings.</p>	<p>Charter available on NTP Web site.</p> <p>Reworded earlier based on DOE/NR comment.</p> <p>More than spent fuel shipments involved. Comment not incorporated. Comment incorporated.</p> <p>Comment incorporated with omission of “the” after “identify”. Comment incorporated with minor word changes (change “find” to “identify” and delete “the” before “DOE”).</p> <p>Reworded: recommend transportation information and technical assistance that DOE could provide.</p> <p>Believe a certain level of detail is important for elected officials to understand the workings of the TEC.</p> <p>Elected officials may be interested in basic schedule. This sentence is necessary to make the point that the winter and summer sessions are formatted differently.</p>

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T-REX (continued)	<p>Delete sentence beginning with “One meeting focuses”.</p> <p>2nd sentence: change “similar to” to read “which resemble”.</p> <p>3rd sentence: Reword (split the sentence): When the larger TEC body identifies specific issues, smaller topic groups form to address these issues. These groups are made up of volunteer issue-area experts and interested members.</p> <p>4th sentence: Lay public does not know what a milestone is. Use goals. Reword: Each topic group operates under a written task plan, which outlines its background, purpose, methodology, and goals. Link to a sample task plan.</p> <p>5th sentence: Reword: Between semi-annual meetings, topic groups hold frequent telephone conferences.</p> <p>6th sentence: List one example that has adjourned, such as rails. Reword: Once each topic’s groups objectives have been met, the topic group is dissolved.</p> <p>1st bullet: Delete “Issues”.</p> <p>Reword 1st sentence: This group addresses the DOE communications process, roles, and responsibilities, as well as improved ways to communicate with those interested in DOE transportation.</p> <p>Hot link the publications.</p> <p>Reword 2nd sentence (split into two sentences): The TEC Group has produced numerous fact sheets, booklets, and brochures. All convey a consistent transportation message.</p>	<p>Comment not incorporated.</p> <p>Deleted the words “for resolution” following “When the larger TEC body identifies issues”. Also inserted “topic” before “groups”. Added second sentence: These groups are made up of volunteer issue-area experts and interested TEC members.</p> <p>Changed “that” to “which” and “milestones” to “goals”.</p> <p>Comment not incorporated, unnecessary.</p> <p>Have already stated that meetings are held on semi-annual basis. Deleted “calls to continue discussions” at end of sentence.</p> <p>Comment not incorporated. Sometimes groups reconvene at a later date when new issues arise related to their topic.</p> <p>Communications Issues is name of topic group.</p> <p>Comment incorporated.</p> <p>Comment not incorporated. Publications available on NTP Web site.</p> <p>TEC did not produce the materials. NTP and its contractor staff produced them. TEC recommended subjects and provided reviews.</p>

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T-REX (continued)	<p>3rd sentence: Change “referenced” to “mentioned”.</p> <p>2nd bullet: Delete “Issues”. Reword: Members explore the possibility of more efficiently using DOE funding to assist State and Tribal Governments in preparing for DOE shipments through their jurisdictions.</p> <p>3rd bullet: Change “Training and Medical Training Issues” to “Emergency/Medical Training”. 1st sentence: Change “radioactive materials transportation” to “transporting radioactive materials”. 2nd sentence: Change “(MERRTT) now being implemented” to read “(MERRTT) Program, which is currently being implemented”. Hotlink MERRTT.</p> <p>MERRTT is a good example. Need to list more examples of TECWG pubs and accomplishments over the past 10 years.</p> <p>4th bullet: Delete “Issues” after “Transportation Protocols”. Protocols has long description compared to other groups. 1st sentence: Lay public does not know what a protocol is. Rewrite first phrase: Participants seek to standardize operational procedures (or protocols) in such areas as...</p> <p>2nd sentence: The 2 lists of examples appear to be padding. Insert “shipments of” before “foreign research reactor spent nuclear fuel” and before “transuranic waste” (instead of following those phrases).</p>	<p>Comment incorporated.</p> <p>Comment not incorporated. “Issues” is part of the topic group name. Deleted “streams” from “funding streams” and inserted “and more efficiently using” before “funding”.</p> <p>The name of the group is Training and Medical Training Issues. Wording has been completely changed in cooperation with E. McNeil at DOE Headquarters. Suggestion does not improve sentence structure or change meaning.</p> <p>Comment not incorporated.</p> <p>Space is limited.</p> <p>Comment not incorporated. “Issues” is part of group name.</p> <p>Necessary to explain what they do. Comment incorporated.</p> <p>Comment not clear.</p> <p>Comment not incorporated.</p>

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T-REX (continued)	<p>5th bullet: Lay public will not understand prenotification.</p> <p>Change “Tribal authority” to “the Tribes’ authority” and “Tribal involvement” to “Tribes’ involvement”.</p> <p>2nd page, last paragraph: Insert “the” before “DOE”, “TEC”.</p> <p>Insert “that” following “Participants agree” and before “the group has improved”.</p> <p>Delete “and understanding between and”.</p> <p>Replace “aids understanding” with “has fostered greater understanding”.</p> <p>Need a much stronger conclusion.</p> <p>How did DOE evaluate the TECWG? Is that evaluation available for review? List an example of the improved communication.</p> <p>“its process”: Explain this PROCESS in paragraph 2.</p> <p>Other General Comments:</p> <p>Primary audience should be the General Public and those interested in DOE transportation. Secondary audience should be DOE internal and contractors.</p> <p>Need to simplify.</p> <p>Put the most important things first.</p> <p>Good fact sheet for those in the know, members of the TEC/WG, DOE.</p> <p>Contractors as an audience: not “bottom-line” enough, i.e., results, figures, costs, accomplishments.</p>	<p>Changed phrase to read “prenotification to Tribal governments of certain shipments”.</p> <p>Comment not incorporated.</p> <p>Not necessary. Would conflict with style in remainder of sheet.</p> <p>This paragraph was rewritten earlier based on comments received from other reviewers.</p> <p>Do not believe that level of detail is necessary here.</p> <p>The entire fact sheet explains the TEC process.</p> <p>Believe the sheet is written to a level which can be understood by the public and give others the basic details they need. Have incorporated T-REX and other recommendations to improve applicability for general public.</p> <p>Style preference. See response to restructuring comment at beginning of T-REX comments.</p> <p>Space limitations restrict amount of detail.</p> <p>Accomplishments/activities listed under individual topic</p>

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T-REX (continued)	<p>Not a good fact sheet for general public. Too abstract. As a member of the public, there are two questions that are not answered:</p> <ol style="list-style-type: none"> 1) What does the TEC/WG do for me as a concerned citizen? 2) Can I get involved in TEC/WG activities? If so, how; if not, who can act upon my behalf? <p>Graphic Pending:</p> <ul style="list-style-type: none"> • Flow chart of the agencies, or a bulleted list of the agencies. • A picture of people: be sure they look like they are working IN COOPERATION with each other and there is diversity in the folks. • A list of TECWG publications with URLs. • A graphic of the process mentioned at the end of the fact sheet. <p>What information products/reports are available that were authored by TECWG? Where are they available?</p> <p>What is the TECWG URL? (only the link from NTP's page)?</p> <p>For the web page, html and pdf versions, all linkable agencies, offices, etc., should be hyper-linked.</p> <p>A better description of the problematic void or gap the TECWG fills, would give a better picture of what the TECWG does. (Stress current successes).</p>	<p>groups. Sources for additional information listed at bottom of sheet.</p> <p>Sheet identifies State/Tribal and local governments as members of TEC. Seems logical general public is served through their elected officials. Web site address given for further information.</p> <p>Decided on photo from February 2001 TEC meeting.</p> <p>Fact sheet says they're available at NTP web site mentioned at the end of the sheet.</p> <p>NTP site mentioned because permanent TEC site address still undetermined.</p> <p>Comment not incorporated.</p> <p>This is covered under the individual topic group discussions.</p>
Office of Transportation	Need to correct and revise section on Training and	Comment incorporated. Worked with Ella McNeil to

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and Emergency Management (NTP/DOE/HQ)	Medical Training Issues Group.	rewrite this paragraph.